



The County of Sonoma

Invites Applications For:

Park Manager

Annual Salary
\$99,159 - \$120,531



Accepting Applications Through
September 18, 2017

THE COUNTY OF SONOMA

Sonoma County offers a rare and compelling array of scenic, recreational, and geographic characteristics – including over 200 award-winning wineries, inspiring coastline and beaches, the Russian River, and majestic redwoods. The County encompasses over one million acres of land and water, rich with agriculture, parks, campsites, lakes, and open space. Sonoma County is also home to a wide variety of art and music festivals, farmers' markets, and concert venues. Local schools continually rank high on California's Academic Performance Index, and the Santa Rosa Junior College and Sonoma State University offer higher education opportunities.



Sonoma is a general law county, governed by a five-member Board of Supervisors. The Board is fully committed to a mission and vision that values high quality services to support and enrich the community, strong leadership, engaged citizen participation, transparency and accuracy in information, and efficient and fiscally sustainable government. The County Administrator leads a team of dedicated department heads who work collaboratively to address and strategically prepare for County initiatives and challenges. Sonoma County encompasses 1,600 square miles and is home to approximately 500,000 residents. The County has 28 departments, agencies, and special districts and employs over 4,000 regular employees with an annual budget of approximately \$1.6 billion for fiscal year 2017-2018.



THE REGIONAL PARKS DEPARTMENT

The Regional Parks Department manages the County's renowned system of regional and community parks, from redwood forests to coastal prairies and beaches. These facilities host over 5 million visitors annually and include: three regional recreation areas, thirteen open space parks and preserves, four paved and four multi-use trails, seven community/neighborhood parks, nine river access parks, five campgrounds, and two marinas. It is the mission of Sonoma County Regional Parks to create healthy communities and contribute to the economic vitality of Sonoma County by acquiring, developing, managing, and maintaining parks and trails countywide. Sonoma County is a globally significant "hotspot" for biodiversity. Regional Parks is responsible for preserving irreplaceable natural and cultural resources, and offering opportunities for recreation and education to enhance the quality of life and well-being of residents and visitors to Sonoma County.

The Department employs 82 permanent staff and has an operating budget of approximately \$22.4 million. 20% of the budget comes from the County general fund, the remaining balance is from rents, concessions, charges for services, internal reimbursements and gasoline sales, transient occupancy, and other fees. The Department's budget is divided into four divisions, Operations and Maintenance, Planning & Acquisition, Administrative Services, and Community Engagement.



For additional information about Regional Parks, please visit:
<http://parks.sonomacounty.ca.gov>

In Fiscal Year 15/16, Sonoma County Regional Parks:

- Hosted 5.4 million park visitors
- Issued 25,000 annual membership passes
- Managed 11,037 park acres
- Acquired 1,930 new park acres
- Oversaw 250 campgrounds

THE PARK MANAGER POSITION

Under general direction of the Deputy Director, the Park Manager oversees the daily operations of the County's 56 parks. The Park Manager has eight direct reports including an Assistant Park Manager, four Supervising Park Rangers, and three Maintenance Supervisors; and oversight for Park Rangers, Parks and Grounds Maintenance Workers, a Project Specialist and Volunteer Coordinator, and approximately 80 seasonal staff. The Park Manager has administrative responsibility over all park law enforcement activities, and supervises and coordinates maintenance efforts at all park sites, historical buildings, and coastal access trails. This position is also responsible for preparing and managing an annual budget in excess of \$14 million, and tracking and monitoring revenues, while developing revenue enhancement strategies. Additionally, the Park Manager is a member of the Department's management team which works collaboratively on Department communications and outreach in order to create solutions that ensure public safety and enjoyment of park facilities, while promoting Sonoma County park lands.



THE IDEAL CANDIDATE

The ideal Park Manager candidate will have personal and professional integrity, be highly organized, possess excellent communication and interpersonal skills, approach their work with enthusiasm, and demonstrate a strong commitment to customer service. This individual is a capable leader and manager of staff, who possesses a depth of supervisory and leadership experience that includes team building, coaching, and employee development. The ideal candidate will have budget and project management experience, along with an awareness of the many environmental, political, economic, and social variables that affect park and natural resource operations and management. Additionally, the ideal candidate will possess:

- Expertise in current natural resources management best practices, procedures, and regulations
- In-depth knowledge of parks, open space preserves, campgrounds, aquatic facilities, and their related maintenance
- Extensive experience overseeing public safety programs and staff to include park rangers who also function as peace officers, emergency medical technicians, and visitor service providers
- Experience with park design, park revenue models, and labor relations principles
- Demonstrated experience developing park business plans, and creating metrics to measure for success
- A proven capacity to maintain positive working relations with diverse communities and a diverse workforce

Qualified candidates for this position will possess course work in park management, forestry, natural resources, planning, design, recreation or a closely related field, and four years of experience in supervision of park operations staff and four years of experience in park or administrative management.



Room to Move. Room to Grow.

WHAT WE OFFER

Sonoma County offers a competitive total compensation package. Salary is \$99,159 - \$120,531 and will depend on experience and qualifications. In addition, Sonoma County offers:

- Paid Time Off: Competitive vacation accrual and additional management leave annually; 11 holidays per year; generous sick leave accruals and 100% of accrual balance converted to service credit at retirement
- Health Plan: Choice of five health plans (A PPO, EPO, three HMO's, and two Deductible HMO's) with a County contribution toward the premium of approximately \$500 per month
- Excellent dental, vision, disability, life insurance, professional development, and more. Additional details on employment for management employees may be found at: <http://sonomacounty.ca.gov/HR/Employee-Relations/Labor>
- Cash allowance: (in addition to monthly salary) of approximately \$600 per month
- Retirement: County Employees Retirement Law of 1937. Retirement is fully integrated with Social Security. With the recent pension reform, new employees as defined and eligible will receive a 2.5% at 67 formula, or for those individuals who meet certain criteria, including establishing reciprocity eligibility pursuant to PEPRA, will receive 3% at 60
- Incentive Retirement Savings Plan: A defined contribution 401(a) plan; a 3% County "foundation" contribution
- IRS 457 Plan: Pre-tax employee contribution up to the IRS annual maximum, plus a 100% County match of employee contribution deposited into the 401(a) account (up to 1% of base salary)
- Retiree Medical: County contribution to a Health Reimbursement Arrangement to help fund post-retirement employee health insurance/benefits

Important Note: Benefits described herein do not represent a contract and may be changed without notice

SELECTION PROCESS & KEY TENTATIVE DATES

- Accepting submissions through Monday, September 18, 2017
- Submissions will be reviewed for desired qualifications listed herein.
- Oral Interviews will be conducted Tuesday, October 10, 2017
- Final selection interviews on Wednesday, October 11, 2017

Please be mindful of the timeframe established above. Although it may be subject to some change, it would be wise to plan availability around these dates.

TO APPLY

To be considered for this exciting career opportunity, please submit an online application and your responses to the supplemental questions to www.yourpath2sonomacounty.org by September 18, 2017. Your materials should focus on your experience as it relates to the Ideal Candidate profile and necessary requirements listed herein.

Questions can be directed to:

Amy Kraus, Human Resources Analyst
County of Sonoma Human Resources Department
Email: amy.kraus@sonoma-county.org
Telephone: (707) 565-2596

For additional information about the County, please visit: <http://sonomacounty.ca.gov> or <http://sonomacountyconnections.org/>



*The County of Sonoma is an
Equal Opportunity Employer*